

**Emergency Support Function #4
Firefighting**

Primary Agency	City of Newark Fire Division 480 Clinton Avenue Newark, NJ 07108 Phone: (973) 733-7423
Coordinator	Chief Rufus Jackson Newark Fire Division 480 Clinton Newark, NJ 07108 Phone: (973) 733-7423 Email: jacksonj@ci.newark.nj.us
Alternate Coordinator	Deputy Chief Richard Gail Newark Fire Division 480 Clinton Avenue Newark, NJ 07108 Phone: (973) 733-7423 Email: Gailr@ci.newark.nj.us
Support Agencies	City of Newark Department of Public Safety Office of Emergency Management & Homeland Security Division Phone: 973-877-9261 Phone: 973-877-9262 City of Newark Department of Health and Community Wellness 24/7 duty Officer Phone: 973-733-7592 City of Newark Department of Engineering Regular Business Hours Phone: 973-733-8250 City of Newark Police Division Contact through Dispatch Phone: 973-733-6276 Essex County Office of Emergency Management 24/7 contact Phone: 973-324-9750 Essex County Sheriff's Office Sheriffs Dispatch Phone: 973-621-4111 Essex County Fire Services John D'Ascensio, Essex County Fire Coordinator Dispatched through Essex County Dispatch (East Orange) Phone: 973-266-5500

Passaic Valley Sewerage Authority
24/7 Dispatch (Security)
Phone: 973-817-5858

Union County Fire Services
Fred Fretz, Union County Fire Coordinator
300 North Ave E. Westfield NJ, 07090
Phone: (908) 654-9800
Cell: (908) 966-2136

Hudson County Fire Services
Darren Rivers, Hudson County Fire Coordinator
465 Marin Boulevard
Jersey City, NJ 07302
Phone: (201) 547-4247

State Support

New Jersey Department of Environmental Protection
Trenton Dispatch
Phone: 1-877-927-6337

NJ Division of Fire Safety Mercer County Central Dispatch
Phone: 1-877-653-4737

New Jersey Forest Fire Service
Trenton Dispatch
Phone: 1-877-927-6337 (Prompt # 2)

New Jersey State Police / Hazardous Materials Response Unit
Dispatched through the ROIC (Regional Operations and Intelligence Center)
Watch Duty Officer
Phone: 609-963-6900 Prompt #1

New Jersey Task Force One Urban Search and Rescue
Dispatched through the ROIC (Regional Operations and Intelligence Center)
Watch Duty Officer
Phone: 609-963-6900 Prompt #1

New Jersey State Police / Regional Operations and Intelligence Center
Watch Duty Officer
Phone: 609-963-6900 Prompt #1

Private Support

Port Authority of New York & New Jersey
24/7 Port Authority Police Desk
Phone: 973-961-6666

University Hospital Medical Service
REMCS Dispatch
Phone: 973-972-6290

Volunteer Support

American Red Cross
24/7 Dispatch Service
Phone: 973-893-6743

Bell and Siren Club
Dispatched by Fire Dispatchers
Phone: 973-733-6276

The Emergency Support Function #4 Coordinator also maintains contact information for all Support Agencies, State Support, Private Support, and Volunteer Support.

The support agencies for Emergency Support Function #4 have been cross-referenced with the support agencies in Emergency Support Functions #9 and #10.

Record of Changes

Changes listed below have been made to the Essex County, New Jersey Emergency Operations Plan since its promulgation.

[illegible]

This page is intentionally blank.

I. Introduction

A. Purpose

The purpose of Emergency Support Function #4, Firefighting (ESF #4), is to provide available City of Newark firefighting services and resources for support of emergency response activities within the City of Newark. ESF #9 and ESF #10 rely upon the same or similar City of Newark services and resources to support emergency response activities. Operations executed by ESF #4, ESF #9, and ESF #10 include, but are not necessarily limited to, the following:

- £ Monitor and report situation awareness on the status of fire suppression activities
- £ Suppress and prevent fires resultant from emergency events in a unified response effort with other government, voluntary, or private resources
- £ Monitor and report situation awareness on the status of urban search and rescue efforts
- £ Locate and rescue trapped individuals in an urban landscape following an emergency
- £ Monitor sensitive HAZMAT and sites within or adjacent to the emergency
- £ Secure and contain all sites that are releasing, or could potentially release, HAZMAT, and properly dispose of all HAZMAT thereafter
- £ Operation of a viable radiological protection program during any emergency or emergency situation

B. Scope

This ESF coordinates operations by the City of Newark related to firefighting at the time of an emergency. This ESF is an integral component of the *City of Newark Emergency Operations Plan* (EOP) and, as such, is intended to be implemented within the policy and operational framework of the EOP. Operations of ESF #4 are therefore intended to be fully integrated with other activated City of Newark ESFs.

During an emergency that extends beyond the City of Newark jurisdictional boundaries, it could be necessary for ESF #4 to conduct operations in an autonomous manner, working with ESF #4 Committees at the municipal, county, state, and federal levels to: identify needs and problem areas related to firefighting; formulate mission assignments addressing those needs or problems; and implement mission assignments. ESF #4 could also work directly with ESF #4 Committees of neighboring jurisdictions within the New Jersey Urban Area Security Initiative (UASI) Region, the New York-New Jersey-Connecticut-Pennsylvania Area Regional Catastrophic Preparedness Grant Program (RCPGP), or within the framework of other memoranda of understanding (MOU), memoranda of agreement (MOA), or charter agreements in the event of large-scale or catastrophic emergencies.

II. Policies

The policies that govern the operations of this ESF, as well as the prioritization of mission assignments and resource allocation whenever necessary, are the following, in order of priority:

- € Conduct or assist in operations necessary to reduce the imminent threat of danger, or support other operations directly intended to prevent or minimize injury or illness to the impacted population
- € Support emergency response operations being conducted by other City of Newark ESFs, or by neighboring jurisdictions, when necessary
- € Gather situational awareness information in support of emergency response operations
- € Support recovery operations being conducted by the City of Newark
- € Support emergency preparedness activities being conducted by the City of Newark

III. Situation and Assumptions

A. Situation

The activation of this ESF is predicated by an emergency of such severity and magnitude that it requires the resources and capabilities of ESF #4. Identification of the various hazards the City of Newark faces and the likely consequences for emergency operations can be found in the Hazard Assessment, Appendix BPA-1 of the EOP.

For example, Appendix BPA-1 indicates that there are several emergency situations that could require the detection and suppression of fire within the City of Newark. In addition to urban fire, earthquakes, floods, and other hazards can lead to fire and require significant involvement from ESF#4. Special problems could arise from the large concentration of companies within the city, which produce or handle hazardous materials (HAZMAT) or hazardous waste.

Additional hazards include a major railway hub, a growing international airport, a large container port, and several busy highways, which pass through or terminate within city limits.

- € High-rise buildings constitute still another hazard faced by the department
- € All of these present potentially large problems for the City of Newark's fire service and would become more problematic during an emergency

Three values, i.e., relative risk, consequence category, and level of ESF involvement are shown in the following excerpt from Appendix BPA-1. These three values, taken in combination, provide a means of identifying hazards which may be of greatest concern. For example, a hazard with high consequences and a high level of ESF involvement is most likely to overwhelm local resources. If the relative risk for such a hazard is also high, then it ought to be a priority for planning purposes.

The relative risk is a function of probability, impacts, and advance warning. Details of how these values were developed are indicated in BPA-1.

The consequences of each hazard were categorized as follows:

1. Most severe impacts to property and infrastructure, i.e., services are disrupted and/or structures are damaged, but there are little or no injuries or casualties; a major power outage is an example of this type of catastrophic event.
2. Most severe impacts to people. Low impacts to property and infrastructure, i.e., people and/or animals are affected, but there is little impact on structures or infrastructure; for example, an epidemic affecting a large proportion of the population
3. High impacts to people, property, and infrastructure, people, animals, structures and infrastructure are potentially impacted; widespread flooding over the NJ UASI Region is a relevant example

In addition to this categorization, each hazard was assigned a value regarding the anticipated level of involvement for each ESF. These are as follows:

1. ESF will have limited or no involvement
2. ESF will be main and/or sole focus of response and recovery efforts
3. Coordinated effort will be required between multiple ESFs

B. Planning Assumptions

Implementation of this ESF is based on the following general planning assumptions:



Implementation of this ESF is also based on the following specific planning assumptions:

- € ESF #4 is intended to be fully consistent with the Essex County ESF #4, New Jersey ESF #4, and ESF #4 of the Department of Homeland Security National Response Framework, to facilitate efficient coordination of operations, sharing of resources, and timely completion of mission assignments.

IV. Concept of Operations

A. General

This ESF is responsible for meeting the firefighting-related needs of the City of Newark emergency response operations to detect and suppress fires resulting from, or occurring coincidentally with, an emergency. This ESF is activated upon the request of the City of Newark Emergency Operations Center (CNEOC) or Incident Commander (IC) and functions under the supervision and coordination of the City of Newark Fire Division. The designated support agencies provide assistance and resources to the City of Newark Fire Division upon request. The ESF #4 Coordinator shall then implement mission assignments based on requests from other City of Newark ESFs, field Command Staff, and designated Operations and Logistics Section Liaisons of the Incident Command System (ICS) in the CNEOC funneled through the CNEOC Manager, in accordance with the incident action plan approved by the IC and Policy Group.

In addition to coordination with ESF #4 designated support agencies, ESF #4 shall interact regularly with other ESFs within the City of Newark. Although interactions with other ESFs shall be scenario based, ESF #4 is most likely to have regular interactions with the following ESFs: ESF #2, ESF #3, ESF #5, ESF #7, ESF #8, ESF #9, ESF # 10, ESF # 12, ESF # 13, and ESF #15.

Government-owned resources available to implement mission assignments of ESF #4 are identified and catalogued in the New Jersey Resource Directory Database (RDDDB). See Appendix 4.1, Resource Directory Database (RDDDB). The primary and support agencies shall access the RDDDB through the MyNewJersey portal site. MOUs, MOAs, and mutual aid agreements (MAAs) with other jurisdictions are also included as an attachment. See Appendix 4.2, Mutual Aid Agreements.

Pre-existing agreements with private resource providers have been established for the following resources for use during emergencies as a part of its procedures for ESF #4:

The City of Newark Fire Division is the lead agency for fire protection within the City of Newark except on those properties owned or occupied by the Port Authority of New York and New Jersey, the Government of the United States, the State of New Jersey, and the County of Essex where the City of Newark Fire Division operates in a supportive role.

Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) specialized equipment shall be covered in ESF #10, Hazardous Materials Response and Weapons of Mass Destruction Hazard-Specific Annex.

The City of Newark Fire Division is a unified command structure with its headquarters located at 480 Clinton Avenue 3rd Fl.

The dispatch center for the City of Newark is the Police & Fire Communications Center, located at 311 Washington Street, Newark, New Jersey, (973) 733-7400.

B. Notification and Mobilization

The IC shall be responsible for notifying the City of Newark Fire Division of the need to activate ESF #4, and informing the City of Newark Fire Division on a timeline for activation. The City of Newark Fire Division shall notify their agency staff assigned to the ESF and request their deployment to the CNEOC and other pre-designated locations. See Appendix 4.3 Recall/Duty Roster and Appendix 4.4, Pre-Designated Locations, Meeting Points, and Points of Distribution. In addition, the ESF #4 Coordinator shall notify the support agencies of the ESF activation and, as required by the emergency, request mobilization and deployment of personnel and/or resources to pre-assigned locations, or to remain on standby for mobilization and deployment.

Mobilization of personnel by the City of Newark Fire Division shall include, at a minimum, assignment of at least one individual to the CNEOC to staff the ESF #4 position. Depending on the level of activation of the CNEOC and the size of the emergency response operation, this individual could also serve as the representative for other ESFs for which the department is a primary or supporting agency.

Detailed emergency response and CNEOC notification and mobilization procedures can be found in Section II.C.3, Notifications of the EOP Base Plan.

Private resource providers shall be contacted and advised of the activation of ESF #4 by the ESF #4 Coordinator and requested to mobilize or remain on standby, as required by the emergency.

C. Actions

This section describes the emergency management actions that could be required of ESF #4 to prevent, mitigate against, prepare for, respond to, and recover from the loss of life or property during emergencies.

1. Prevention

The following general prevention actions shall be taken in anticipation of the activation of ESF #4:

- € Work with ESF #13 and other intelligence agencies to evaluate and determine the need for heightened inspections, improved surveillance, and security operations

2. Mitigation

The City of Newark identifies opportunities for, and undertakes, mitigation actions on an ongoing basis as part of the *All-Hazard Mitigation Plan for Essex County, New Jersey*. See Base Plan, Section IX.B.3.A for information regarding the *All-Hazard Mitigation Plan for Essex County, New Jersey*.

The following specific mitigation activities shall also be undertaken by the primary and support agencies for ESF #4 in advance of an emergency, where applicable:

- € Target hazard inspections and building inspections

3. Preparedness

The following general preparedness actions shall be taken in anticipation of the activation of ESF #4:

- € Assess pre-emergency needs and develop plans to stage resources for rapid deployment
- € Maintain ESF #4 RDDB to be completed by primary and supporting agencies, and coordinated by the ESF #4 Coordinator
- € Maintain private contractor resource support database for ESF #4
- € Maintain relationships with New Jersey Office of Emergency Management (NJOEM) and neighboring jurisdiction ESF #4 primary agencies
- € Participate in drills and exercises to evaluate emergency response capabilities of ESF #4

The following specific preparedness activities shall also be undertaken by the primary and support agencies in anticipation of the activation of ESF #4:

- € The City of Newark Fire Division rules and regulations require that each member have a current address and telephone number on file
- € This file is maintained in the Deputy Chief's quarters and in the Planning Division, and shall be used to recall personnel during periods of heightened risk

The preparedness actions have been cross-referenced with ESF #9 and include actions related to both ESF #4 and ESF #9, as the ESFs require the same preparedness actions.

4. Response

The following general response actions shall be taken for ESF #4 in the CNEOC:

- € Receive a briefing from the IC regarding the present situation and the immediate need for action
- € Establish an operation shift schedule consistent with the CNEOC as established by the CNEOC Manager for staffing ESF #4, if 24-hour operations are required due to the magnitude of the emergency. As required, ensure that an overlap of 15 minutes occurs between shifts so that staff can transfer all relevant information/processes.
- € Receive and execute mission assignments from other ESFs and the Command Staff

The following specific response activities shall also be undertaken by the primary and support agencies for ESF #4:

- € Control of fire and rescue units involved in an emergency shall be the responsibility of the ranking Chief Officer on the scene
- € This on-scene Incident Commander (IC) shall establish an ICS and shall command, control, and provide direction, from an established incident command post (ICP), to all fire units operating within the City of Newark and shall serve as the lead agency for the City of Newark and shall also participate with other City agencies if a Unified Command (UC) is established
- € The Fire Chief is on call and shall be notified of an emergency
- € Until the arrival of the Fire Chief and/or a senior Chief Fire Officer, control of the emergency shall be the responsibility of the IC

- £ If the Fire Chief and/or senior Chief Officer shall not be able to respond to an emergency for a period of time, the IC shall continue to command until relieved
- £ The City of Newark Fire Division shall use the National Incident Management System (NIMS) at every emergency and every emergency shall have an IC, generally the ranking Fire Officer on the scene
- £ The Fire Division IC shall communicate with other agencies at an emergency through an established ICP, the Fire Dispatch Center, or directly via radios onboard the HAZMAT ladder and/or the command vehicles. These options allow us to communicate with other fire services to include Essex County Fire Services and Union County Fire Services.
- £ When the CNEOC is activated for fire/rescue emergencies, the City of Newark Fire Division shall dispatch the appropriate representative(s)
- £ This/these representative(s) shall establish and maintain telephone and radio contact with the on-scene Fire IC and the Supervising Public Safety Telecommunicator at the Dispatch Center
- £ This liaison shall continue until the emergency is terminated and/or brought under control
- £ The CNEOC shall serve as a resource provider for the IC
- £ A uniformed member could be assigned to the City of Newark Office of Emergency Management (CNOEM) and Homeland Security during an emergency
- £ City of Newark Fire Division units are dispatched by Public Safety Telecommunicators assigned to the Fire Communication Center, 311 Washington Street
- £ If an IC requires more equipment and/or personnel, the Communications Center shall be notified of this request
- £ The NIMS shall be used at all fires in which more than one Fire Division is involved
- £ The City of Newark Fire Division IC shall retain total control of a fire emergency occurring within the City of Newark
- £ Incoming fire units from neighboring towns and other areas shall have their highest-ranking officer report to the ICP
- £ All fire units, when directed, shall report to a designated fire staging area or the CP for check in before given a work assignment
- £ The City of Newark Fire Division IC could designate a mutual aid officer to control a particular branch, division, sector, or group, etc.
- £ The ICS shall also be used at all HAZMAT emergencies
- £ The City of Newark Fire Division through the Public Safety Director, Fire Chief, and Deputy Chiefs is responsible for the implementation of this ESF
- £ The Fire Chief or their designee through the chain of command is responsible for directing the operations of a fire and/or rescue response
- £ Fire Units closest to each emergency shelter shall provide the shelter with fire protection
- £ The Fire Prevention and Life Safety Division shall be responsible for fire safety inspections of the emergency shelters
- £ The City of Newark Fire Division shall perform as an assisting agency in the following areas:
 - £ Evacuation
 - £ Traffic control
 - £ Flood evacuation
 - £ Transportation of physically disabled persons
 - £ Emergency lighting
 - £ Alerting and warning

- € Route alerting
- € Sheltering
- € Emergency Medical Services (EMS)
- € Provide fire support at landing zones for Medevac
- € Damage assessment
- € Preliminary report
- € CNEOC
- € Staff and communications

- € The City of Newark Fire Division is the lead agency for HAZMAT emergencies in the City of Newark and is so designated in ESF #10, Hazardous Materials Response.

5. Recovery

For recovery operations, the organizational structure, and method of coordination of this ESF shall remain the same as that used in emergency response operations. As the emergency response transitions into recovery, ESF #4 shall support mission assignments of ESF #14.

D. Communications

ESF #4 communications protocols and procedures shall be consistent with general emergency response communications protocols and procedures, managed by the ICS Logistics Section in the CNEOC, the primary and supporting agencies of ESF #2, and as outlined in the *EOP Base Plan, Section VI, Communications*. This includes but is not limited to coordination in the development of ICS 205 forms.

The following specific communication protocols and procedures shall also be undertaken by the primary and support agencies for ESF #4 in the event of an emergency:

- € The City of Newark Fire Division Communications Center is part of the City of Newark Joint Emergency Communications Center, which houses, in addition to the Fire Division, the 911 system, and the City of Newark Police Division Communications Center
- € The City of Newark Fire Division utilizes a Computer Assisted Dispatch System (CAD) for the receipt and dispatch of fire, rescue, HAZMAT, and other emergency alarms and communications
- € The City of Newark Fire Division utilizes a multi-frequency radio system, [REDACTED]
- € All department vehicles have both mobile and portable multi-frequency radios and all chief officer, rescue, HAZMAT, and command vehicles are equipped with multi-band, multi-frequency radios which are capable of communicating with other city agencies as well as other federal, state, county, and mutual aid agencies
- € The Communications Division is also equipped with additional portable radios, portable cross-band repeaters, radio band mixing units, and use of the State Inter-Operational Command Channels
- € The Fire Division is equipped with portable repeater and radio band mixing units, which ensure more reliable and versatile communications
- € The Fire Division CAD is networked with the 911 systems and the Police Division communications system
- € Fire Division units in the field are equipped with both mobile and portable radios, which are linked to the Fire Division dispatchers

£ The rescue apparatus, HAZMAT Command apparatus, and certain other Fire Division vehicles are equipped with computers which have internet and fax capability to assist in data retrieval and transmission, and incident command/management and tracking. The City of Newark Fire Division can communicate with the following Fire, Police, EMS, and other departments:

- £ Kearny Fire Department: (201) 991-1400
- £ Orange Fire Department: (973) 266-4222/4223
- £ Harrison Fire Department: (973) 483-0611/12
- £ West Orange Fire Department: (973) 325-4175 (D)/(973) 325-4000 (N)
- £ Montclair Fire Department: (973) 744-5000
- £ East Newark Fire Department: (973) 483-6627
- £ Elizabeth Fire Department: (908) 820-2800
- £ Jersey City Fire Department: (201) 547-4200/5819
- £ Irvington Fire Department: (973) 399-6567
- £ Belleville Fire Department: (973) 450-3366
- £ East Orange Fire Department: (973) 266-5500
- £ Maplewood Fire Division: (973) 762-1234
- £ Millburn Fire Department: (973) 376-0100
- £ South Orange Fire Department: (973) 378-7751
- £ City Newark Police: (973) 733-6000
- £ Port Authority Police: (973) 589-7100
- £ Essex County Sherriff Office (973) 482-2100
- £ New Jersey Transit Rail Police: (800) 242-0236
- £ UMDNJ Headquarters: (973) 456-4040
- £ UMDNJ EMS: (973) 982-6366
- £ Hudson County Sheriff: (201) 915-1300
- £ Norfolk Southern (Conrail): (800) 272-0911
- £ New Jersey State Police (Turnpike): (973) 344-1704

The communication protocols and procedures have been cross-referenced with the communications protocols and procedures in ESF #9 and ESF #10 to ensure consistency.

E. Demobilization

In anticipation for demobilization of ESF #4 and the CNEOC, the City of Newark Fire Division shall take the following actions:

- € Review all documentation of ESF #4 operations, expenditures, and personnel time to ensure completeness and accuracy
- € Track all ESF #4 mission assignments and ensure their completion
- € Prepare information, as necessary, to be used in recovery operations if the continued need for ESF #4 in recovery is anticipated
- € Inform the appropriate personnel of the primary and support agencies, as well as private vendor support, of the impending demobilization of ESF #4
- € Transmit all documentation to the IC or ESF #5 through the CNEOC Manager and request approval to demobilize
- € Demobilize ESF #4, with notification to all necessary organizations and individuals

Demobilization actions have been cross-referenced with ESF #9 and ESF #10 demobilization actions to ensure consistency.

V. Organization and Assignment of Responsibilities

A. Organization

The organizational chart shown in the EOP Base Plan, BPA-5, NIMS/ICS EOC ESF Structure illustrates the position of ESF #4 in the City of Newark emergency response ICS organization.

The City of Newark Fire Division is headed by a full-time, paid Fire Chief and the department has 633 uniformed firefighters consisting of:

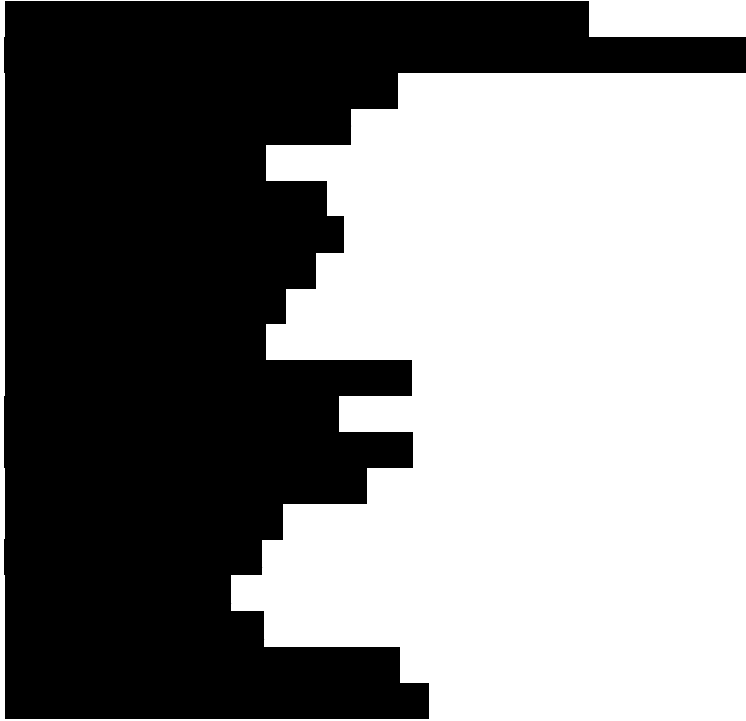
- £ Fire Chief: (one)
- £ Deputy Chiefs: (11)
- £ Battalion Chiefs: (23)
- £ Captains: (119)
- £ Firefighters: (479)
- £ Fire Official: (one)
- £ Fire Prevention Supervisors: (three)
- £ Fire Prevention Inspectors: (14)

The City of Newark Fire Division's Operations Division operates on a four-tour working schedule and is sub-divided into four Battalion districts under command of a Deputy Chief. The division of the city into districts allows for better command, control, and coordination of department units during day-to-day operations. Each district is further sub-divided into company districts comprised of Engine and Ladder Fire Units. The number of these units responding to an emergency could be altered to provide the flexibility required to handle a given emergency.

There are 17 active fire stations located within the City of Newark currently being used. They are:

- £ Engine five, Battalion five: 65 Congress Street
- £ Engine six & Deputy one: 344 Springfield Avenue
- £ Engine 11, Ladder 11, Rescue one: 345 South Ninth Street
- £ Engine seven closed: West Market and Hudson Streets
- £ Engine nine Battalion three: 197-99 Summer Avenue
- £ Engine 10
- £ USAR Unit 362 Clinton Avenue
- £ Engine 13, Ladder six: 714-718 Mount Prospect Avenue
- £ Engine 14: 69-71 Vesey Street
- £ Engine 15, Ladder seven: 269-271 Park Avenue
- £ Engine 16, Ladder eight: 469 Ferry Street
- £ Engine 19: 526-528 Frelinghuysen Avenue
- £ Engine 26, Ladder 12: 420-438 Sanford Avenue
- £ Engine 27, Ladder four: 87-99 Elm Road
- £ Engine 28: 691-701 North Sixth Street
- £ Engine 29, Ladder 10: 1028-1030 Bergen Street
- £ Foam Tanker, Air Cascade, Ambulance Bus, HAZMAT, Decon Truck, lab truck, Mobile Command truck, Battalion six, and Battalion two: 191 Orange Street
- £ CBRNE Vessel Passaic Valley Sewage Authority Dock

The City of Newark Fire Division has:



The organizational structure has been cross-referenced with ESF #9 to ensure consistency.

B. Assignment of Responsibilities

This section designates the primary and support agencies for implementation of ESF #4.

1. ESF #4 Coordinator

The Chief of the City of Newark Fire Division is designated as the ESF #4 Coordinator. The ESF #4 Coordinator responsibilities are as follows:

- £ Overall coordination of the development of plans, annexes, and procedures for emergency response consistent with ESF #4 and for coordinating implementation in an emergency
- £ Maintain all ESF attachments, to include checklists and contact lists
- £ Working with ESF #5 Coordinator, ensure timely updates and maintenance of ESF #4 related resources in the RDDB

2. Primary Agency

The City of Newark Fire Division is the primary agency for this ESF. Of available City of Newark agencies, the City of Newark Fire Division has the trained technical personnel, resources, facilities, and systems most appropriate for implementing this ESF. The City of Newark Fire Division is specifically designated as the primary agency because of its normal day-to-day responsibilities, facilities, and equipment that support or facilitate the execution of detecting and suppressing fires resulting from, or occurring coincidentally with, an emergency. The City of Newark Fire Division responsibilities are as follows:

- £ Support development of plans, annexes, and procedures for emergency response consistent with ESF #4 and implementation of ESF #4 in an emergency
- £ Support process for updating and maintaining ESF #4 related resources in the RDDB

3. Support Agencies

- a. CNOEM is designated as a support agency for this ESF because of its interaction and coordinating responsibilities with all the City of Newark ESFs.
- b. City of Newark Department of Health and Community Wellness is a support agency who can assist with health care related coordination at mass casualty incidents.
- c. City of Newark Department of Engineering provides professional services for the evaluation of a structure in regards to stability. These could have been damaged through fire, collapse, or an accident.
- d. City of Newark Police Division is designated as a support agency to provide:
 - £ In the case of an emergency requiring public evacuation, emergency procedures to be followed by the public, or public notification for any reason, provide notification. The provisions of this procedure could be found in ESF #15, External Communications.
 - £ When it is deemed that an emergency requires emergency public notification, through their established procedures, notify the public of the emergency, any potential health threat, preventive or protective measures to be taken, and recommendations for either in-house or in-place sheltering, or evacuation as needed
- e. Essex County Office of Emergency Management is designated as a support agency to provide:
 - £ Emergency response when requested
 - £ Mutual aid resources, coordination, and liaison
 - £ Communications assistance
 - £ Interface with state and municipal agencies and organizations
- f. Essex County Sheriff's Department can assist with the following in addition to City of Newark Police Division:
 - £ In the case of an emergency requiring public evacuation, emergency procedures to be followed by the public, or public notification for any reason, provide notification. The provisions of this procedure could be found in ESF #15, External Communications.
 - £ When it is deemed that an emergency requires emergency public notification, through their established procedures, notify the public of the emergency, any potential health threat, preventive or protective measures to be taken, and recommendations for either in-house or in-place sheltering, or evacuation as needed.

- g. Essex County Fire Services : The Essex County Fire Coordinator assists with resource deployment during large scale incidents both into and outside of Newark. They coordinate resources so that no one area is left without fire protection. The Essex County Fire Coordinator is also the conduit for information to the State Fire Coordinator.
- h. Passaic Valley Sewerage Authority assists with any haz/mat incidents where a discharge has taken place into any storm drain or Sanitary Sewer.
- i. Union County Fire Services provides coordination of mutual aid resources for large scale incidents that are located in Union County, both to Newark or from Newark.
- j. Hudson County Fire Services provides coordination of mutual aid resources for large scale incidents that are located in Hudson County, both to Newark or from Newark.

In addition to any specific responsibilities listed above, all Support Agencies are responsible to provide ESF #4 RDDB information. In addition, responsibilities of the Support Agencies shall be designated by the ESF #4 Coordinator depending on the nature and conditions related to specific emergencies.

4. State Support

- a. The New Jersey Department of Environmental Protection (NJDEP) is designated as a support agency for this ESF because the agency supports with HAZMAT emergencies.
- b. The New Jersey Forest Fire Service is designated as a support agency for this ESF because the agency supports Fire Divisions with information and guidance as well as wildfire resources.
- c. The New Jersey Department of Human Services is designated as a support agency to provide:
 - £ Emergency response when requested
 - £ Technical assistance and support
 - £ Resource procurement and coordination
- d. The NJSP HAZMAT Unit is designated as a support agency to provide:
 - £ Emergency response when requested
 - £ Technical assistance and support
 - £ Resource procurement and coordination
- e. New Jersey Task Force One Urban Search and Rescue

In addition to any specific responsibilities listed above, the ESF #4 Coordinator shall request support depending on the nature and conditions related to specific emergencies. Requests for support from State Agencies shall be routed via ESF #5 and/or the CNOEM Coordinator.

5. Private Support

- a. The Port Authority of New York & New Jersey is designated as a support organization to provide:
 - £ Interface during emergencies involving or threatening Port Newark
 - £ Interface during emergencies involving or threatening Newark International Airport
- b. The UMDNJ Medical Service is designated as a support organization to provide:
 - £ Emergency response
 - £ Patient triage and treatment
 - £ Patient transport
 - £ Medical resource procurement, coordination, and liaison
 - £ HAZMAT Unit medical services

In addition to any specific responsibilities listed above, the ESF #4 Coordinator or designee shall request support from the private sector depending on the nature and conditions related to specific emergencies. Requests for support from the private sector shall be coordinated with ESF #5, ESF #14, and/or the CNOEM Coordinator.

6. Volunteer Support

- a. The Bell and Siren Club is designated as a support organization for this ESF because it is a Fire Division canteen.
- b. The American Red Cross (ARC) is designated as a support organization for this ESF because they provide victim relocation services.

In addition to any specific responsibilities listed above, the ESF #4 Coordinator or designee shall request support from volunteer organizations depending on the nature and conditions related to specific emergencies. Requests for support from volunteer organizations shall be coordinated with ESF #5, ESF #6, and/or the CNOEM Coordinator.

Emergency Support Function Continuity

7. Private Support

- c. The Port Authority of New York & New Jersey is designated as a support organization to provide:
 - ⌘ Interface during emergencies involving or threatening Port Newark
 - ⌘ Interface during emergencies involving or threatening Newark International Airport
- d. The UMDNJ Medical Service is designated as a support organization to provide:
 - ⌘ Emergency response
 - ⌘ Patient triage and treatment
 - ⌘ Patient transport
 - ⌘ Medical resource procurement, coordination, and liaison
 - ⌘ HAZMAT Unit medical services

In addition to any specific responsibilities listed above, the ESF #4 Coordinator or designee shall request support from the private sector depending on the nature and conditions related to specific emergencies. Requests for support from the private sector shall be coordinated with ESF #5, ESF #14, and/or the CNOEM Coordinator.

8. Volunteer Support

- c. The Bell and Siren Club is designated as a support organization for this ESF because it is a Fire Division canteen.
- d. The American Red Cross (ARC) is designated as a support organization for this ESF because they provide victim relocation services.

In addition to any specific responsibilities listed above, the ESF #4 Coordinator or designee shall request support from volunteer organizations depending on the nature and conditions related to specific emergencies. Requests for support from volunteer organizations shall be coordinated with ESF #5, ESF #6, and/or the CNOEM Coordinator.

C. Emergency Support Function Continuity

There is a need for a line of succession for the ESF #4 Coordinator in order to ensure continuous leadership, authority, and responsibility. The City of Newark Emergency Management Coordinator (CNEMC) and the personnel working within this function shall be kept informed of the following line of succession which has been cross-referenced with ESF #9 and ESF #10:

1. ESF #4 Coordinator
2. Alternate ESF #4 Coordinator
3. Deputy Chief
4. Battalion Chief
5. Fire Captain
6. Senior Firefighter

When activated, ESF #4 operates from the City of Newark EOC, located at 480 Clinton Avenue, Newark NJ. Alternate locations are as designated in the City of Newark Base Plan Section IV: Direction, Control, and Coordination.

Fire Communications are operated from 311 Washington St. and a back up communications site is located adjacent to the EOC at 480 Clinton Ave.

An Operational Command Post for large scale incidents will be primarily located at 191 Orange St. (Training/Special Operations). The alternate location could be at Fire Headquarters 480 Clinton Avenue 3rd Fl.. as well as the Quarters of Engine 10, Ladder 5, and Rescue 2 at 371 Clinton Ave.

VI. Information Collection and Dissemination

Information collection and dissemination protocols and procedures shall be consistent with general emergency response information collection and dissemination protocols and procedures, managed by the Planning Section within the CNEOC, primary and supporting agencies of ESF #4, and outlined in the *EOP Base Plan, Section V, Information Collection and Dissemination*.

The following specific information collection and dissemination protocols and procedures shall also be undertaken by the primary and support agencies for ESF #4 in the event of an emergency:

- £ NFIRS
- £ Red Alert Software
- £ Company Journals

Essential records and logs shall be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to ESF #4 shall be forwarded to the CNEMC to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VII. Administration, Finance, Logistics

Primary and supporting agencies are responsible for ensuring they have access to the resources necessary to fulfill their responsibilities as described in this ESF. Primary and supporting agencies are expected to provide their own logistical support during response operations and provide reporting to the Logistics and Finance/Administration Sections through the ESF #4 Coordinator. Additional support shall be obtained through requests to the CNEOC Manager by the ESF #4 Coordinator.

In the event that ESF #4 resources are overwhelmed, the ESF #4 Coordinator shall contact the CNEOC Manager who shall request assistance through ESF #5. ESF #5 shall coordinate assistance from Essex County, NJOEM, or other agencies via MOU and MOA and notify the IC. Where appropriate, the requests shall be made using Pre-Scripted Mission Requests (PSMRs) located in ESF #5 Appendix 5.10.

All agencies are expected to finance operations and expenditures from their existing budgets. All response agencies shall accurately track and document all expenditures associated with response operations, and provide this information to the ESF #4 Coordinator who shall transmit this information to the CNEOC Manager. The CNEOC Manager shall then transmit all documentation to the Time Unit in the Finance/Administration Section for the emergency. Financial assistance could be available through Federal Public Assistance and other programs.

Records and reports shall be maintained in the following manner:

- £ Emergency report records at the Division of Fire and Life Safety
- £ Company records at the Company, Battalion, Deputy, and Fire Chief Offices
- £ Training and drill records, which pertain to the in-service training and drills conducted by Fire and Rescue Units, in the Office of the Fire Chief and the Training Division
- £ Medical records at the Planning and Research Division
- £ Equipment inventory records at the Special Services Division
- £ Vehicle maintenance records at the Division of Motors

This section has been cross-referenced with ESF #9 and ESF #10 to ensure consistency.

VIII. Authorities and References

A. Laws, Ordinances, Regulations, Resolutions, and Directives

1. Federal
 - a. As cited in the Base Plan
2. State
 - a. As cited in the Base Plan
 - b. OEM Directive No. 79, Rules & Regulations Citizens Duty to Evacuate
 - c. OEM Directive No. 33, Procedures in Requesting Aid as a Result of Fires
 - d. N.J.S.A. 40a:14-7 Creation and Establishment of Fire Divisions and Forces
 - e. N.J.S.A. 52:27d-192 Uniform Fire Safety Act
 - f. N.J.S.A. 52:27d-25 Bureau of Fire Safety
 - g. N.J.S.A. 52:27d-222 Fireman & Fire Safety
 - h. N.J.S.A. 2a:62a-7 Hazardous Discharge Liability and Immunity
 - i. N.J.S.A. 40a:14-54.1 Authorization at the Fire Scene
3. County
 - a. As cited in the Base Plan
4. Municipal
 - a. As cited in the Base Plan

B References, Guidance Material, and Other Documents

1. Federal
 - a. As cited in the Base Plan
 - b. FEMA Disaster Operations, CPG 1-6, 1980
 - c. FEMA Recognizing and Identifying Hazardous Materials, NFA-SM-RIHM/TTT, Feb.15,1985
 - d. National Fire Protection Handbook
 - e. National Fire Protection Association - Fire Protection Handbook, 18th Ed.
 - f. National Fire Protection Association - National Fire Codes
 - g. National Fire Protection Association Standards
 - h. USDOT Emergency Response Guidebook
 - i. IFSTA - Fire Service Manuals, 1998

2. State
 - a. As cited in the Base Plan
 - b. N.J.A.C. 5:18 Uniform Fire Code
 - c. N.J.A.C. 5:18a Fire Code Enforcement
 - d. N.J.A.C. 5:18b High Level Alarms
 - e. NJSP Hazmat Emergency Response Course
 - f. Level I - Hazmat Awareness
 - g. Level II - Operations
3. County
 - a. As cited in the Base Plan
4. Municipal
 - a. As cited in the Base Plan

This authorities and references have been cross-referenced with ESF #9 and ESF #10 to ensure consistency. ESF #10 includes additional authorities and references specific to HAZMAT, which are not included in ESF #4 and ESF #9.

IX. Attachments

A. Appendices

- Appendix 4.1: Resource Directory Database (RDDB)
- Appendix 4.2: Mutual Aid Agreements
- Appendix 4.3: Recall/Duty Roster
- Appendix 4.4: Pre-Designated Locations, Meeting Points, and Points of Distribution
- Appendix 4.5: Fire Coordinator SOPs
- Appendix 4.6: Equipment/Resource List

The appendices have been cross-referenced with ESF #4 and ESF #9 to ensure consistency. ESF #10 includes additional appendices specific to HAZMAT, which are not included with ESF #4 and ESF #9.

This page is intentionally blank.

Appendix 4.1: Resource Directory Database (RDDB)

Current City of Newark entries for the RDDB are available at:

City of Newark Department of Public Safety
Office of Emergency Management and Homeland Security Division
480 Clinton Avenue 3rd Fl.
Newark, New Jersey 07108

Appendix 4.2: Mutual Aid Agreements

The City of Newark Fire Division has mutual aid agreements (MAAs) with its contiguous cities. Under the provisions of the Fire Service Deployment Act, in those cases when mutual aid beyond the contiguous cities of Newark is required, the County Fire Coordinator will arrange for such mutual aid response from within the county or from a surrounding county. If additional resources are required, the New Jersey Fire Coordinators will be activated.

The City of Newark maintains MAAs with neighboring cities and although these are verbal in nature, the City of Newark has a long history of successful implementation. The primary mutual aid partners are:

- £ Irvington
- £ Belleville
- £ Bloomfield
- £ Elizabeth
- £ East Orange
- £ Harrison

Appendix 4.3: Recall/Duty Roster

The City of Newark Fire Division personnel will be recalled through the Planning and Research Division. If Planning Division personnel are not available, the Deputy Chief and/or his designee will use the Recall/Duty Roster available at

On-Duty Deputy Chief
480 Clinton Avenue 3rdFl.
Newark, NJ 07108
Phone: (973) 733-7423

Appendix 4.4: Pre-Designated Locations, Meeting Points, and Points of Distribution

The Emergency Support Function #4 Coordinator maintains information for all pre-designated locations, meeting points, and points of distribution. The current ESF #4 information regarding Pre-Designated Locations, Meeting Points, and Points of Distribution is available at:

On-Duty Deputy Chief
480 Clinton Ave 3rd FL.
Newark, NJ 07108
Phone: (973) 733-7423

Appendix 4.5: Fire Coordinator SOPs

Fire Division general orders are on file at each station house. The City of Newark Fire Division general orders will be followed when dealing with an emergency. They cover:

- £ Radio procedures and alarm operations
- £ Fire and emergency duty
- £ Operating procedures for fatalities
- £ Emergency recall procedures
- £ Limited access highway procedures
- £ Incident procedures at Newark International Airport
- £ Operations on railroad properties
- £ Out-of-city response procedures
- £ Procedures for hazardous materials incidents
- £ Engine company operations
- £ Ladder company operations
- £ High-rise building operations
- £ Abandoned building operations
- £ Rescue squad operations
- £ Operations at structures other than high-rise
- £ Procedures for securing incident scenes
- £ Emergency and strategic evacuation procedures

The current Fire Division general orders are available at:

On Duty Deputy Chief
480 Clinton Ave 3rd Fl.
Newark, NJ 07108
Phone: (973) 733-7423

Appendix 4.6: Equipment/Resource List

The Emergency Support Function #4 Coordinator maintains the Equipment/Resource List for ESF #4. The current ESF #4 information regarding Equipment/Resource List is available at:

On-Duty Deputy Chief
480 Clinton Avenue 3rd Fl.
Newark, NJ 07108
Phone: (973) 733-7423

